



Department of Finance
Purchasing Division

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ADDENDUM

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DATE June 20, 2016

BUYER Gregory S. Algie

ADDENDUM NUMBER 1

ORIGINAL INVITATION DATE June 3, 2016

Your attention is called on a "Request for Proposals" mailed from this office under the below reference number and on which it is found necessary to post the following addendum.

This addendum should be considered in submitting your proposal and should be attached to the original "Request for Proposals" and made a part thereof.

<u>ITEM DESCRIPTION</u>	<u>REFERENCE NUMBER</u>	<u>PROPOSALS DUE</u>
Special Event Production & Management Services	RFP450PARKSSPECIAL EVENT	June 24, 2016 at 3:00PM ET

QUESTIONS & ANSWERS:

1. General Inquiries on MBE & WBE goals.

Please see page 12, 16, 17 and pages 32 to 41 of the RFP document for RFP450PARKSSPECIAL EVENT.

The MBE and WBE subcontracting goals are goals set to encourage the inclusion of Cincinnati-registered minority and women owned businesses in subcontracting opportunities of determined projects.

2. General inquiries on Exceptions:

Please see page 15 of the RFP document for RFP450PARKSSPECIAL EVENT.

3. General inquiries on Term: What is the annual renewal date for the "... three (3) additional twelve (12) month periods?

Please see page 6 of the RFP document for RFP450PARKSSPECIALEVENT.

Renewals to any established Agreement are based on the initial effective date of the said Agreement, and follow the initial Agreement period based on the effective date of the Agreement.

4. General request for clarification of SBE, MBE & WBE impact on the Selection Process And Award Criteria:

Proposers are not required to be a registered Cincinnati-certified SBE, MBE, or WBE. This is one factor taken into consideration in the Evaluation Process in determining "Most Advantageous" to the City.

Please see page 9 of the RFP document for RFP450PARKSSPECIALEVENT.

5. General inquiry on Contractor Registration:

Proposers are not required to be a registered in Vendor Self Service (VSS) prior to submitting a proposal. A vendor being offered an award must be registered prior to award.

Please see page 11 of the RFP document for RFP450PARKSSPECIALEVENT.

6. Is there any way for us to know how many other proposals are submitted for this RFP?

Once the deadline to submit proposals has past and the proposals have been reviewed for responsiveness, the number of proposals and the names of the proposers are allowed to be made public.

7. General inquiry on the Evaluation, Acceptance and Rejection of Proposals:

Please see page 9 of the RFP document for RFP450PARKSSPECIALEVENT.

As laid out on the said page of the RFP document, inquiries and clarifications can be made during the selection process resulting in one, multiple or no awards as determined to be "Most Advantageous" to the City.